



2010 PARENT HANDBOOK

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WELCOME

Dear Swimmer and Family,

We are excited that you are joining us for the 2010 swim season, and we are looking forward to having a great time this summer. Watch the swim team bulletin board for more information about upcoming swim team social events.

We would like to encourage new and returning families to take an active role with the Rockwood swim team. There are plenty of opportunities to serve, and we need your help to have a truly successful season.

If you ever have any questions, please do not hesitate to call. Thank you for your continued support!

Danielle Chinn

685-3231 *pool*

651-5934 *home*

734-3185 *cell*

PRACTICE TIMES

8 & under..... 8:15 - 9 a.m.

9-10..... 9 - 10 a.m.

11-18 10 - 11 a.m. or 7 - 8 a.m.

Practice will start on Tuesday, June 1. All paperwork must be completed and swim team fees paid PRIOR to the first meet on Saturday, June 5!!

In the event that the weather is questionable and you are unsure if a practice or a meet will be held, please call the Rockwood Pool at 685-3231.

MEET SCHEDULE

JUNIORS

Date	Location	Other Competing Teams
<i>Wednesday, June 9</i>	<i>Rockwood</i>	<i>Terradyne, Wichita CC</i>
Saturday, June 12.....	Genesis	<i>Rockwood, Rolling Hills</i>
Saturday, June 19.....	Tallgrass	<i>Crestview, Rockwood</i>
<i>Saturday, June 26</i>	<i>Rockwood</i>	<i>Indian Hills, Reflection Ridge</i>

SENIORS

Date	Location	Other Competing Teams
<i>Saturday, June 5</i>	<i>Rockwood</i>	<i>Rolling Hills, Terradyne</i>
Wednesday, June 16	Indian Hills	Rockwood, Tallgrass
Wednesday, June 23	Reflection Ridge	Genesis, Rockwood
Wednesday, June 30	Wichita Country Club.....	Crestview, Rockwood

Saturday report time is at 8:15 a.m. Wednesday report time is at 5:15 p.m. Events will start at 9 a.m. on Saturdays and 6 p.m. on Wednesdays, with warm-ups 30 minutes before the meet.

CHAMPIONSHIP MEET

Seniors – Friday, July 9 at 5 p.m.

Juniors – Saturday, July 10 at 9 a.m.

Warm-ups start 60 minutes prior to the meet.

Both meets will be held at the Wichita Swim Club on Douglas Ave.

Please mark all these dates on your calendar!

ABSENCE NOTIFICATION

As soon as you know that you will be absent for a meet, please fill out the red Absentee Notification form at the front desk. You must notify the coaches a minimum of 3 three days in advance of your absence. If your name is not on the absentee list, you will be entered into the meet. The entire team suffers when we have to scratch a swimmer.

SWIM SUITS

Rockwood has a team swim suit, but team members are not required to own one. Team suits can be purchased from **LaDonna Jensen, 941-9282, at D & J Sports, Inc, 787 N. West Street**. Rockwood swim caps are also available for purchase.

To preserve the life of a swim suit, rinse the suit thoroughly after each use. Rinsing eliminates bacteria that causes deterioration of the suit.

WHAT TO TAKE

If you are new to competitive swimming, you may have questions about what to take to a swim meet. Here are a few suggestions:

- Swim suit
- Goggles
- 2-3 beach towels (*if your swimmer is in several events, multiple towels may be needed*)
- Warm clothes and/or a jacket (*for the first few evening meets especially*)
- Sunscreen
- Sunglasses
- Camera
- Nutritious snacks and beverages (*avoid chocolate and caffeine*)

CODE OF ETHICS

SWIMMERS:

I hereby pledge to be positive about my swim team experiences and accept responsibility for my participation by following this swim team Code of Ethics:

I will encourage good sportsmanship from fellow players, coaches, officials and parents at every swim meet and practice by demonstrating good sportsmanship.

I will attend every practice and swim meet that I can and will notify my coach if I cannot.

I will do my very best to listen and learn from my coaches.

I will treat my coaches, other swimmers, officials and parents with respect, and I will expect to be treated accordingly.

I will encourage my parents to be involved with swim team in some capacity because it is important to me.

I will remember that sports participation is an opportunity to learn and have fun.

PARENTS:

I hereby pledge to provide positive support, care and encouragement for my child participating in swim team by following this Parent's Code of Ethics:

I will encourage good sportsmanship by demonstrating positive support for all players, coaches and officials at every swim meet and practice.

I will place the emotional and physical well-being of my child ahead of my personal desire to win.

I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.

I will support the swim team by fulfilling the parent volunteer requirements.

I will make sure my child arrives at practices and swim meets on time and is picked up from practices and swim meets on time.

I will treat other swimmers, coaches, officials, volunteers, and pool staff with respect and human dignity, and I will expect to be treated accordingly.

BEHAVIOR STANDARDS FOR SWIM MEETS

All persons are asked to use common sense and behave responsibly while attending GWSL swim events. Enjoying the competition and enthusiastically cheering for a team is welcomed and encouraged.

Actively cheering against any team is not welcomed.

Inappropriate language or action that is disruptive to a sportsman-like atmosphere, or interferes with a swimmer, coach or official's participation is unacceptable.

Examples of unacceptable behavior are but not limited to:

- Harassing participants: i.e. distracting, interrupting, booing, jeering or yelling at participants. *Participants include all players, coaches and officials.*
 - Celebrating the errors or misfortune of participants.
 - Obscene words or gestures
 - Racial, ethnic or sexually oriented comments
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The GWSL asks all fans, parents and coaches to encourage good sportsmanship. It is strongly recommended that teams informally monitor and correct their own fan behavior. **Teams, represented by their coach and parent representative, will be held responsible for any incidence of disruptive behavior.**

When the Meet Director becomes aware of disruptive behavior the following procedure will be used to resolve the situation.

1st Incident

The Meet Director will communicate to the appropriate coach/parent representative that there is disruptive behavior, which needs to cease immediately. This will be considered the team's official warning.

2nd Incident

The Meet Director will strongly encourage the coach/parent representative to have their disruptive person(s) leave the area to avoid further incident. A penalty of -5 points will be assessed to the offending team.

3rd Incident

The swim meet will stop immediately upon completion of the race in progress. The Meet Director will require that the disruptive person(s) leave the area before the meet may continue. The police will be called if necessary. An additional penalty of -5 points will be assessed to the offending team at the Championship Meet.

If the appropriate coach/parent representative cannot be located or identified, the Meet Director will communicate to the disruptive person(s).

The Meet Director must report any incidences of disruptive behavior to the GWSL President, in writing, within 48 hours.

WORK SHIFT REQUIREMENT

For every child in your family who participates in swim team, you are required to help at two preliminary swim meets or events, AND ONE SHIFT AT THE CHAMPIONSHIP MEET. When you arrive at the meet to work, please check-in with a Rockwood parent rep. If you are sending a substitute, please have them notify a Rockwood rep. when they arrive. If your meet is rained out, you will be expected to fulfill your work shift on the scheduled rain date. You are vital to the success of our team.

WORK SHIFT - JOB DESCRIPTIONS

ANNOUNCER: 1 per meet

- Arrive 45 min. prior to the start of the meet.
- 30 min. prior to start of the meet announce **“20 min. warm up to begin”** and give the lane assignments.
- 25 min. prior to the start announce the coaches meeting. **“All coaches report to the scorekeeper’s area”** and announce the location.
- 20 min. prior to the start announce the timer and stroke judge meetings. **“All timers and stroke judges report to the scorekeeper’s area”** and announce the location.
- 10 min. prior to the start announce **“All teams please end your warm-ups and return to your bullpen area.”**
- 5 min. prior to the start announce **“Welcome to Rockwood. Please stand for the singing of the National Anthem, sung by _____.”**

During the meet announces:

- Beginning of each different event
- Swimmer’s name and lane number while swimmers are in the water
- Names of the top 3 winners of each event

BULLPEN: 3-4 per meet

Bullpen volunteers stay with the swimmers in their designated bullpen areas and make sure they are lined up and ready for their events. Callers will come by, collect the swimmers and take them to the heat benches.

CALLER: 2-3 per meet

Callers go to each bullpen area and collect the swimmers for their events and walk them over to the heat benches.

CLERK OF THE COURSE: 1 per meet

The clerk of the course stays by the timers and is responsible for recording all finish times for the swimmers and collecting DQ slips from the stroke judges. If necessary, confirms placement with place judges. Gives completed finish times sheet and DQ slips to the runner.

COMPUTER OPERATOR: 1 per meet

The computer operator receives completed finish time sheets from the clerk of the course via the runner. They enter the results and DQs into the computer and then print out the placement of swimmers. One copy is given to the announcer, one copy is given to the ribbon writers, and one copy is used for posting. Other duties include:

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- Printing out labels for ribbons.
 - Stays until all results are entered
 - Prints reports at the end of the meet for all the coaches.
 - Downloads meet results onto diskettes for all the coaches.

FALSE START ROPE: *1 per meet*

The lifeguard drops the false start rope into the pool upon receiving false start signal from the starter.

HEAT BENCHES: *1-2 per meet*

This person makes sure the correct swimmers are seated in lane order for the upcoming event. Heat benches are set up with 4 rows of 5 chairs when using 5 lanes. The first row is the event ready to swim next. Other duties include:

- Keeping events flowing
- Verifying swimmer's name and event they are to swim and trying to take care of any changes there before the swimmers actually swim.
- Makes sure the swimmer arrives at the correct lane -- especially junior swimmers.

HEAT RIBBONS: *1-2 per meet*

The heat ribbon volunteer gives the purple "Heat Winner" ribbon to the winner of each heat. This is only done at junior meets. The swimmer receives a ribbon even if DQed. Light blue "I Did My Best" ribbons are awarded to each 6 & under swimmer.

PLACE JUDGE: *2 per meet.*

Each judge is placed at the finish line on either side of the pool. They are provided with a heat sheet, and they write down the placement of the swimmers for their assigned lanes.

RIBBON WRITER: *2 per meet*

The ribbon writers sit by the computer operator during the meet. They receive labels and printouts providing the placement of swimmers

(1st-12th) and then they adhere the labels to the appropriate ribbons. They are responsible for keeping each team's ribbons, DQ slips and any other information related to the meet in a packet which is given to the respective coaches at the end of the meet. The ribbon writer gives the announcer the event results printout. They also post the event results pages on the wall for spectators to see.

RUNNER: *2 per meet*

The runner stays by the clerk of the course. They are responsible for taking completed finish times sheets and DQ slips to the computer operator.

STARTER: *1 per meet*

The starter keeps the meet running in a timely and orderly manner. They announce to the swimmers in each heat the name of the event and the length to swim (25 yds., 50 yds., etc.). They tell the swimmers to take their positions and tell the backstrokers when to get into the water.

- Event start script:
 "Timers and judges are you ready?"
 (wait for their acknowledgment)
 "Swimmers take your mark."

The event is then started with a whistle or a starter's gun. The starter also watches for a false start and, if necessary, blows the whistle or fires the starter's gun again to indicate a false start.

STROKE JUDGES: *2 per meet*

Each club is responsible for providing at least one stroke judge at each meet. Stroke judges ensure that swimmers are performing the stroke properly. If an infraction is noted, the judge indicates so by raising an arm and completing a disqualification (DQ) slip. The stroke judge gives the slip to the clerk of the course. Stroke judges must attend a stroke judge clinic

each season. Judges are to wear khaki shorts/pants and a white shirt during swim meets.

TIMERS: 4-6 per meet

Each club is responsible for providing 4-6 timers at each meet. One timer from each club should be in each lane. Usually there are 4 lanes with 3 timers at each lane. One timer should be responsible for asking the swimmer their name and verifying that the swimmer is in the correct lane and heat.

Each timer starts their stopwatch as soon as the starter fires the starter's gun and stops it as soon as the swimmer finishes the event. The

middle time of the 3 stopwatches is determined. **DO NOT CLEAR YOUR STOPWATCH UNTIL THE CLERK OF THE COURSE RECORDS THE SWIMMER'S TIMES.** One timer in each lane reads the time to the clerk of the course.

AWAY MEET VOLUNTEERS:

- **Timers:** 4-6 per meet
See previous description.
- **Bull Pen:** 3 per meet
See previous description.
- **Stroke Judge:** 1 per meet
See previous description.

POOL ADDRESS LIST

Crestview Country Club • 733-2061
1000 N. 127th East
Wichita, KS 67206

Go east past Greenwich on Central or 13th to 127th.

Genesis Health Club • 634-0094
1551 N. Rock Rd.
Wichita, KS 67206

Located on Rock Rd. between 13th and 21st St.

Indian Hills • 943-4391
1158 N. Meridian
Wichita, KS 67203

Take 13th to McLean; go south.

Reflection Ridge Country Club • 721-9438
7700 Reflection Road
Wichita, KS 67205

*Go west on 21st past Ridge Rd.
Turn right on Tee Time.*

Rolling Hills Country Club • 722-8969
223 S. Westlink
Wichita, KS 67209

No meets are held at this location.

Tallgrass Country Club • 683-5401
2400 N. Tallgrass
Wichita, KS 67226

Located between Rock Rd. and Webb on 21st.

Terradyne Country Club • 733-0303
1400 W. Terradyne
Andover, KS 67002

Go east on Central to 159th E, then north 1/4 mile.

Wichita Country Club • 634-2692
8501 E. 13th
Wichita, KS 67206

Located on 13th St. between Rock Rd. and Webb.

SENIOR MEET ORDER OF EVENTS

Event Number	Division	Gender	Event
1	11 & 12	Girls	50 Freestyle
2	11 & 12	Boys	50 Freestyle
3	13 & 14	Girls	50 Freestyle
4	13 & 14	Boys	50 Freestyle
5	15 to 18	Girls	50 Freestyle
6	15 to 18	Boys	50 Freestyle
7	11 & 12	Girls	50 Butterfly
8	11 & 12	Boys	50 Butterfly
9	13 & 14	Girls	75 Butterfly
10	13 & 14	Boys	75 Butterfly
11	15 to 18	Girls	100 Butterfly
12	15 to 18	Boys	100 Butterfly
13	11 & 12	Girls	50 Backstroke
14	11 & 12	Boys	50 Backstroke
15	13 & 14	Girls	100 Backstroke
16	13 & 14	Boys	100 Backstroke
17	15 to 18	Girls	100 Backstroke
18	15 to 18	Boys	100 Backstroke
19	11 & 12	Girls	50 Breaststroke
20	11 & 12	Boys	50 Breaststroke
21	13 & 14	Girls	100 Breaststroke
22	13 & 14	Boys	100 Breaststroke
23	15 to 18	Girls	100 Breaststroke
24	15 to 18	Boys	100 Breaststroke
25	11 & 12	Girls	100 Freestyle
26	11 & 12	Boys	100 Freestyle
27	13 & 14	Girls	100 Freestyle
28	13 & 14	Boys	100 Freestyle
29	15 to 18	Girls	200 Freestyle
30	15 to 18	Boys	200 Freestyle
31	11 & 12	Girls	100 Individual Medley
32	11 & 12	Boys	100 Individual Medley
33	13 & 14	Girls	100 Individual Medley
34	13 & 14	Boys	100 Individual Medley
35	15 to 18	Girls	200 Individual Medley
36	15 to 18	Boys	200 Individual Medley
37	11 & 12	Girls	200 Free Relay
38	11 & 12	Boys	200 Free Relay
39	13 & 14	Girls	200 Free Relay
40	13 & 14	Boys	200 Free Relay
41	15 to 18	Girls	200 Free Relay
42	15 to 18	Boys	200 Free Relay
43	11 & 12	Girls	200 Medley Relay
44	11 & 12	Boys	200 Medley Relay
45	13 & 14	Girls	200 Medley Relay
46	13 & 14	Boys	200 Medley Relay
47	15 to 18	Girls	200 Medley Relay
48	15 to 18	Boys	200 Medley Relay

JUNIOR MEET ORDER OF EVENTS

Event Number	Division	Gender	Event
1	8 and under	Girls	100 Free Relay
2	8 and under	Boys	100 Free Relay
3	9 & 10	Girls	100 Free Relay
4	9 & 10	Boys	100 Free Relay
5	8 and under	Girls	100 Medley Relay
6	8 and under	Boys	100 Medley Relay
7	9 & 10	Girls	100 Medley Relay
8	9 & 10	Boys	100 Medley Relay
9	6 and under	Girls	25 Freestyle
10	6 and under	Boys	25 Freestyle
11	8 and under	Girls	25 Freestyle
12	8 and under	Boys	25 Freestyle
13	9 & 10	Girls	50 Freestyle
14	9 & 10	Boys	50 Freestyle
15	8 and under	Girls	25 Butterfly
16	8 and under	Boys	25 Butterfly
17	9 & 10	Girls	25 Butterfly
18	9 & 10	Boys	25 Butterfly
19	6 and under	Girls	25 Backstroke
20	6 and under	Boys	25 Backstroke
21	8 and under	Girls	25 Backstroke
22	8 and under	Boys	25 Backstroke
23	9 & 10	Girls	50 Backstroke
24	9 & 10	Boys	50 Backstroke
25	8 and under	Girls	25 Breaststroke
26	8 and under	Boys	25 Breaststroke
27	9 & 10	Girls	50 Breaststroke
28	9 & 10	Boys	50 Breaststroke
29	8 and under	Girls	50 Distance Freestyle
30	8 and under	Boys	50 Distance Freestyle
31	9 & 10	Girls	100 Individual Medley
32	9 & 10	Boys	100 Individual Medley

GWSL SWIM MEET

RULES & ADMINISTRATION

I. MEET STRUCTURE & SCORING:

1. Participants will compete and team standing will be maintained by age division.
The age divisions are as follows:
DIVISION A - 8 YEARS & UNDER
DIVISION B - 9 & 10 YEARS
DIVISION C - 11 & 12 YEARS
DIVISION D - 13 & 14 YEARS
DIVISION E - 15-18 YEARS
2. Junior and senior preliminary meets will be held. Junior meets will consist of Division A and B; Senior meets will consist of Divisions C, D, and E. The Championship Meet will include Junior and Senior segments.
3. Meets will begin at 9 a.m. on Saturdays and 6 p.m. on Wednesdays (see III.2 below). Warm-ups will begin 30 minutes prior.
4. The events and their order within the division are presented on Exhibit A. Events for specific divisions competing in a preliminary meet or Championship Meet segment will be alternated (i.e. event 1 for each competing Division will be run followed by event 2 for each Division, etc.)
5. Scoring will be in accordance with current "Official High School Swimming and Diving Rules". Each year the league officials will determine the number of scoring places based on the number of teams participating. Relay events' scoring is always double the individual events.

12 places: 16-13-12-11-10-9-7-5-4-3-2-1 Championship Meet
6 places: 7-5-4-3-2-1 Preliminary Meets
6. Two place judges will be used to verify placement within individual heats. If the place judges do not agree, time will govern. The place judge report form found in Meet Manager, shall be printed and used to record place.
7. Three watches will normally time each lane. The official time shall be the middle time. If only two watches are utilized, the average time (rounded to the next lower 100th second) shall be official. The single column format of the heat sheet form found in Meet Manager shall be printed and used to record times.
8. Heat placement and then times will govern in determining overall placement for multiple heat events. Finals will not be run.
9. Judging on strokes, starts and turns will be in accordance with current "Official High School Swimming and Diving Rules". Notwithstanding this fact, swimmers will be allowed one false start (a second false start results in disqualification.)
10. Each heat will have a minimum of two swimmers and then last heat will have as many swimmers as possible (considering the two swimmer minimum).

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11. No assisting device shall be used to start the backstroke in preliminary meets. Use of devices permitted during the Championship Meet.
 12. A swimmer's coach may enter the pool when a false start occurs and the rope fails to stop the swimmer.
 13. All events except for the backstroke must begin at the deep end of the pool. Pools whose shallow end is at least 3'6" deep in all of the lanes, may at their option allow diving in the shallow end for the relay events. Under no circumstances is diving allowed in the shallow ends of those pools whose shallow end is below 3'6" deep. This also applies to warm-ups.

II. PARTICIPATION & ELIGIBILITY:

1. Each individual will participate in an age division based on his/her age on June 1 of the current year. The individual's age on June 1 shall be his/her age for the entire season for the purpose of determining eligibility. Participants may not compete in any other age Division (up or down), except in relays under the following circumstances. In the event that a team has less than 4 eligible swimmers available for participation in a specific age group in a preliminary or Championship Meet, that team may, at their option allow a swimmer to age up and swim in relay events only for that older age group under the following circumstances.
 - a. A junior swimmer may not age up for a senior event.
 - b. A boy may not swim in a girl's event and vice versa.
 - c. The swimmer may only swim 4 total events for the meet.
 - d. If a swimmer has an "A" time in a particular stroke as defined in Section II, paragraph 2, he/she may not swim that stroke in the older age group.
2. **To be eligible for competition in the GWSL, a swimmer may not participate in/with or compete against any other competitive swim program from the first meet through the Championship Meet.** Any swimmer establishing an "A" time in a USA sanctioned meet will not be eligible to swim that event in which the "A" time was accomplished, including relays. Any swimmer establishing a USA sanctioned "A" time in the 100 butterfly or the 200 IM will not be eligible to swim the 75 butterfly, or the 100 IM for the GWSL.
3. To be eligible for competition in the GWSL, a swimmer must hold a bona fide membership as provided by the current by-laws of their organization. No member will be eligible for competition in any meet if such member was recruited (as member or employee) based on anticipated participation in the swim competition.
4. An individual may be entered in no more than four events (scored and alternate) in any meet. Swimming in more than four events results in the disqualifications of that swimmer in every event.
5. Each organization is allowed four (4) individual entries, two (2) medley relay entries and unlimited entries for the free relay in preliminary meet events and in the Championship Meet events. **Division A - 8 & under will be allowed unlimited entries in the 25 freestyle for both the 6 & under and 8 & under events, and 8 entries in the 6 & under 25 backstroke for both the preliminary meets and the Championship Meet.**

Division B (9-10 years), Division C (11-12 years), Division D (13-14 years), and Division E (15-18 years) will be allowed 8 individual entries in the 50 freestyle in both the preliminary meets and the Championship Meet. Only two (2) individual and one (1) relay entry will be scored.

6. Alternate Entries:

- a. One alternate entry is allowed for each scored entry for both individual and relay events in both preliminary and Championship Meets. When a scored entry scratches, the alternate entry, if any, substitutes for the scored entry and the scored entry's seed.
- b. The 2nd entered relay team members count as alternate for the specified relay and an alternate may be substituted up to event start, in relays only.
- c. Scratches will be allowed at the line.

7. Championship Meet:

- a. To be eligible to participate in the Championship Meet, a swimmer must participate in two preliminary meets.
- b. To be eligible for a non-relay event in the Championship Meet, a swimmer must register in such event in one of the preliminary meets.
- c. To be eligible for any relay event in the Championship Meet, a swimmer must participate in two events (individual or relay), in the preliminary meets.
- d. Participation is registered with the League Administration Committee by way of the official scoring document as referenced by III.8 below.
- e. A disqualification registers participation with a time of "infinite" for the purpose of heat/lane assignment.
- f. Heat/lane assignments for the Championship Meet will be determined on the basis of preliminary meet qualifying times as registered with the League Administration Committee. For this purpose, ties will be broken by a coin toss unless computer seeded.
- g. All substitutions for individual events must be listed as alternates by event and must be made to the league representative of the host team prior to 12 noon the Friday before the Championship Meet. The 2nd entered relay team members count as alternates for the specified relay and alternates may be substituted up to event starts, in relays only.

III. ADMINISTRATION:

1. Additions, revisions, deletions and waivers of these rules can only be effected by action of the League Administrative Committee under the procedure prescribed in the League By-Laws.
2. The League Administrative Committee will meet prior to March 31 each year for the purpose of establishing the meet schedule.

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3. The League Administrative Committee and the coaches will meet at least one week prior to the first meet each year for the purpose of reviewing the rules.
 4. Should cause arise to cancel a meet (e.g., inclement weather, equipment breakdown, etc.) the host organization will notify all other competing organizations within 1.5 hours of the scheduled meet starting time and the League Administrative Committee will decide whether the subject meet will be rescheduled. In the event a meet is not made up, all entries turned in and appearing on the heat sheet will count as participation towards the Championship Meet.
 5. Should a competing organization call the host organization within 30 minutes of a meet's start and state that they are going to be late, a 30 minute delay of the meet's start time will be observed. Otherwise, all meets will begin on schedule.
 6. Each club is responsible for providing a certified stroke judge for each meet selected from the certified stroke judges. For the Championship Meet the same procedure applies but the 5 stroke judges are selected for each Division. A certified stroke judge must have attended an official GWSL stroke and turn clinic within the last 12 months.
 7. The host organization of each meet is responsible for providing all of the following:
 - a. Meet manager computer operation and appropriate number of assistants
 - b. Starting gun and starter
 - c. Two place judges
 - d. Lane ropes
 - e. Backstroke flags 15 ft. from each end and approx. 7 ft. above the water's surface.
 - f. False start ropes and attendants
 - g. Loudspeaker system and announcer
 - h. Clerk of the course
 - i. Runners
 - j. Heat bench workers
 - k. Callers
 - l. Rescue team leader/lifeguard. All clubs to be notified at the coaches meeting as to identity.
 - m. Computer and printer
 8. Each competing organization (including the host organization) in each meet will be responsible for providing four timers. Additionally, each competing organization (including host organization) will provide an available stroke judge to the host team prior to the meet. A certified stroke judge must have attended an official GWSL stroke and turn clinic within the last 12 months.
 - a. Final preliminary meet entries for non-host organizations will be delivered to the host organization **by noon on the day immediately preceding** the preliminary meet. The host organization shall not be held responsible for entries taken by phone.
 - b. Final Championship Meet entries will be submitted by disk or email to the League Administrative Recorder by noon, Monday, 5 days prior to the Championship Meet.

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9. The host organization of each preliminary meet will submit the official scoring document within 5 days of such meet to the League Administrative Committee (by way of the recorder), will maintain official League records, determine eligibility of participants and seed of the Championship Meet.
 10. The cost of administering the GWSL (basically ribbons, medals, and trophies) will be borne by a team registration fee and by an entry fee for each swimmer competing in the Championship Meet. The League Administrative Committee will establish and vote on all fees each year.

IV. AWARDS:

1. Preliminary Meets:
 - a. Twelve place ribbons will be awarded for individual events and for relay events. For relay events, ribbons will be awarded to each placing participant.
 - b. Heat ribbons will be awarded to the winner of each heat at Junior Meets regardless of disqualification. In addition to all other ribbons, every participant in the 6 & under 25 Free will be given a participation ribbon.
2. Championship Meet:
 - a. Medals will be awarded to the 1st, 2nd, and 3rd place qualified finishers in each individual and relay events, regardless of club affiliation.
 - b. Ribbons will be awarded to the 4th through 12th place qualified finishers in each individual and relay event, regardless of club affiliation.
 - c. Heat ribbons will be awarded to winners of each heat for junior events only. In addition, every participant in the 6 & under 25 Free will be given a participation ribbon.
 - d. For relay events, medals or ribbons as applicable will be awarded to each participant of the top 12 qualified finishers.
 - e. Championship Meet trophies will be awarded by each age group (one trophy for boys and girls combined). Division trophies (Junior and Senior) will be awarded. Overall trophies for 1st, 2nd and 3rd will be awarded.